

GOVERNMENT OF TELANGANA  
ABSTRACT

PUBLIC SERVICES – Ms.K.Suneetha, Additional Secretary to Government (Non-Cadre), Law Department - Surrender of Earned Leave for encashment during the Financial Year 2025-2026 – Permission – Accorded – Orders – Issued.

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LAW (F) DEPARTMENT

G.O.Rt.No. 477

Dated: 16-07-2025

Read the following:-

1. G.O.Ms.No.172, Finance, dt.1.7.1974.
2. Cir. Memo No.15744-C/324/FR-I/2010,  
Finance (FRI) department, dated:15.6.2010.
3. Cir. Memo No.14781-C/278/FR.I/2011,  
Finance (F.R.I) Dept., dated: 22.06.2011.
4. G.O.Rt.No. 384, Law, dated: 06-07-2024.
5. From Ms.K.Suneetha, Additional Secretary to Government (Non-Cadre),  
Law Department, Application, dated: 30-06-2025.

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ORDER:

Ms.K.Suneetha, Additional Secretary to Government (Non-Cadre), Law Department is hereby permitted to surrender fifteen (15) days of Earned Leave for encashment w.e.f 01.07.2025 during the financial year 2025-2026.

2. The officer was earlier permitted to surrender Earned leave for encashment w.e.f 01-07-2024 in the Financial Year 2024-2025 vide G.O.4<sup>th</sup> read above. As on the date of application the officer is having (300) days of Earned Leave at her credit and after deducting the present surrender of earned leave, the balance of Earned Leave at her credit is (285) days, as shown in the Annexure enclosed to this order.

3. Necessary entries shall be made in the Service Register of the Officer.

4. The Law (Claims) Department is requested to draw and credit the encashment amount ordered in para (1) above into the Bank account of Ms.K.Suneetha, Additional Secretary to Government (Non-Cadre), Law Department.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

R.THIRUPATHI  
Secretary to Government,  
Legal Affairs, Legislative Affairs and Justice.

To  
Ms.K.Suneetha,  
Additional Secretary to Government (Non-Cadre),  
Law Department,T.G., Secretariat, Hyderabad.

**Copy to:** D.P.A.O. Telangana Secretariat Branch, Hyderabad.

“ : Law (Claims) Department.  
“ : S/f & S/c.

// FORWARDED :: BY ORDER //

**SECTION OFFICER.**

ANNEXURE

(To G.O. Rt. No. , LAW (F) DEPARTMENT, DATED: 16.07.2025)

Name of the Officer & Designation	Surrender of E.L. last time permitted w.e.f.	Earned Leave at her Credit as on 30.06.2025	Surrender of E.L. now permitted during the financial year 2025-2026 w.e.f.01.07.2025	Balance of E.L. at credit after availing of present surrender
(1)	(2)	(3)	(4)	(5)
Ms.K.Suneetha, Additional Secretary to Government (Non-Cadre), Law Department	01.07.2024 during the financial year.(2024-25) (15) days	300 days	15 days	285 days